

# Bridge Business College Document Check List

Thank you for applying to study at Bridge Business College (BBC). Please complete this form by checking all relevant boxes and upload all required supporting documents via our online enrolment portal. \*All supporting documents must be certified and translated into English.

## Applicant Information

Family Name: \_\_\_\_\_ Given Name/s: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_  
 Course: \_\_\_\_\_ Start Date: \_\_\_\_\_  
 Authorised Agency Name (If applicable): \_\_\_\_\_

Please tick (✓) the applicable box/s below and provide the evidences

## Personal Documents

- Copy of the applicant's passport  
 Copy of current Visa Grant Letter of VEVO details (if applicable)

## Academic Requirements

- Academic results and educational certificates (translated into English) from your home country  
 Academic results and educational certificates from Australia (if applicable)

## English Language Requirements

- Proof of English: Minimum IELTS 5.5 or equivalent for direct entry

**OR**

- Proof of English: Minimum IELTS 4.5 or equivalent, **AND** an enrolment for an English Language Course at BBC or another ELICOS provider

**OR**

- Satisfactory completion of the Senior Secondary Certificate of Education (SSCE) in Australia, in the two years before applying for the student visa

**OR**

- Satisfactory completion of Certificate IV or higher level in Australia, in the two years before applying for the student visa.

Please refer to DOHA website for more information <https://www.homeaffairs.gov.au/trav/stud/more/student-visa-english-language-requirements>

## ENGLISH LANGUAGE TEST PROVIDERS AND MINIMUM TEST SCORES

English language test providers	Minimum test score	Minimum test score where combined with at least 10 weeks' ELICOS	Minimum test score where combined with at least 20 weeks' ELICOS
International English Language Testing System (IELTS)	5.5	5	4.5
*Test of English as a Foreign Language (TOEFL) paper based	527	500	450
TOEFL internet based test	46	35	32
Cambridge English: Advanced (Certificate in Advanced English)	162	154	147
Occupational English Test		PASS	

## Written Genuine Temporary Entrant Statement

- Written Genuine Temporary Entrant (GTE) Statement

The Written Genuine Temporary Entrant (GTE) Statement will be emailed to you from the Bridge Business College Admin team. Please respond to each question according to the suggestions provided on the GTE statement.

**Disclaimer:** Please note that the GTE statement is used **internally** by Bridge Business College for assessment of your course application. This form is **NOT to be sent or uploaded** to the Department of Home Affairs during your visa process. Please ensure you sign page 4 after completing the statement.

## Employment history

- Résumé outlining both employment and education covering the past five years (written in English)

## Financial Evidence

Evidence of financial capacity. Please select **one of the two following options:** ( Please refer to Dept. of Home Affairs website for more information: <https://www.homeaffairs.gov.au/Trav/Visa-1/500-?modal=/visas/supporting/Pages/500/twelve-months-funds-option.aspx>)

1.  Evidence of funds to cover travel to Australia, 12 months' living expenses, course and schooling costs for the applicant and accompanying family members:  
 Evidence of relationship with your sponsor (if applicable)

a) Please complete the table below.

Expenses	Per person	Amount required in AUD	Estimated funds (AUD)	Estimated funds Your Currency
Travel	Yourself	Return air fare to Australia Outside of Australia = \$2,000 <b>OR</b> Within Australia = \$1,000		
	Family members	One return air fare to Australia per person		
Tuition	Yourself	Course fees		
	Children aged 5-18	AUD \$8,000 each child		
Living	Yourself	AUD \$20,290 per year		
	Spouse or de facto Partner	AUD \$7,100 per year		
	Child	AUD \$3,040 per year		
<b>TOTAL:</b>			<b>AUD</b>	

- b) My source of funding will be:  Self-funded  Parent  Spouse or de facto Partner  Grandparents  Brothers or Sisters  
 Money deposit  Loan with a financial institution  Government loan  Scholarship

- c) Are any of your family members travelling to Australia with you as part of your student visa application?  Yes  No  
 If yes, please provide their names and their relationship to you:

Name	Relationship	Date of Birth

- d) Have you factored in the education and living costs for all your dependents noted above, including education costs for school age dependents and childcare fees for children under 6 years of age who will be accompanying you to Australia?  Yes  No  N/A

2.  Evidence of meeting the annual income requirement  
 Evidence of relationship with your sponsor (if applicable)

The annual income option requires students to provide evidence of personal annual income of at least AUD 60,000. For students accompanied by family members, the amount is AUD 70,000 or more. The income demonstrated must be the personal income of the student's spouse or parents only. In circumstances where both the student's parents are working, their combined income can be considered for this requirement. In all cases, the evidence of annual income must be provided in the form of official government documentation, such as a tax assessment.

## Visa History

Have you been refused a visa for any country including Australia?  Yes  No

If yes, have your circumstances changed since the refusal? Please provide the details in the space below. If DIBP refuses to grant you a student visa, you will be ineligible for admission to BBC for a period of 2 years (at BBC's discretion) from the date of the DIBP refusal.

Have you been reported for non-compliance or had a visa cancelled?  Yes  No

If yes, please provide details in the space below:

Are you currently awaiting a decision on another Australian visa application?  Yes  No

If yes, please provide the details of the type of visa.

## Applicant Declaration

- I declare that I have access to sufficient funds to cover my application and my dependents for the duration of my study in Australia.
- I declare that all information provided in this application is accurate and complete and that BBC may refuse my application or cancel my enrolment if any information is found to be incorrect or misleading.
- I understand that by completing this application, I am giving written consent to BBC to independently verify the information supplied by me in this form and request further documents as required.
- I declare that I am a Genuine Temporary Entrant and a Genuine Student. Please refer to <http://www.homeaffairs.gov.au/Trav/Stud/More/Genuine-Temporary-Entrant> for details.

Applicant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Agency Declaration

- As an authorised BBC agent, I/we take full responsibility for verifying any of the information provided in this application checklist on behalf of BBC and that BBC may take action should any information contained in this application be inaccurate or misleading, such action may include the termination of my agency agreement with BBC.

Agent Representative/Staff Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_